



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR COMBAT COMMAND
LANGLEY AIR FORCE BASE, VIRGINIA

3 May 2004

MEMORANDUM FOR ACC MEDICAL GROUP COMMANDERS

FROM: HQ ACC/SG
162 Dodd Blvd, Ste 100
Langley AFB VA 23665-1995

SUBJECT: Integration of the Credentialing Process with Air Force Centralized Credentials Verification Office (AFCCVO)

1. The Air Force Medical Service has established an Air Force Centralized Credentials Verification Office (AFCCVO) in order to centralize the credentialing process. The AFCCVO will function in support of the credentialing and privileging process in MTFs by providing primary source verification (PSV). The goal of the AFCCVO is to allow health care providers to practice as soon as possible upon arrival to the MTF. As such, PSV will be performed by AFCCVO instead of the MTF for new accessions, new civil service, contract employees attending or graduating from civilian training programs, and/or making a permanent change in station.
2. Guidelines have been established for each agency involved in the credentialing process. The AF/SGO Memo attached defines the roles and responsibilities of AFMSA, AFCCVO, and the Credentials Managers at the MTF level. It is essential for your Chief of the Medical Staff and Credentials Managers to understand the role of the AFCCVO and all the agencies involved in the credentialing process.
3. Thank you for your attention to this essential program. POC is Lt Col Joel Ray, ACC/SGO, DSN 574-3180, joel.ray@langley.af.mil.

A handwritten signature in black ink, reading "Russell J. Kilpatrick".

RUSSELL J. KILPATRICK
Brigadier General, USAF, MC, CFS
Command Surgeon

1 Attachment:
AF/SGO Memo, 13 Apr 04